

AGENDA

**SPECIAL MEETING
BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
(502) 875-8500**

**FEBRUARY 3, 2005
5:30 P.M. (EST)**

**1. INVOCATION
ROLL CALL
MINUTES**

Rev. Glenn Spalding, St. John's AME Church

January 20, 2005 Special Meeting

**MAYOR'S REPORT
2 CEREMONIAL ITEMS**

2.1 Proclamation Honoring John Hammond

3 ORDINANCES

- 3.1 **SECOND READING:** An Ordinance to Amend **Ordinance No. 8, 1983 series**, by Amending Article 4 Permitted Uses, Section 4.01 – Use Table; and by Amending Article 12 – Minimum Off Street Parking Requirements, Section 12.02 – Table Of Required Parking.

Purpose: To amend the City's Zoning Ordinance as recommended by the Frankfort/Franklin County Planning Commission and the Zoning Update Committee to permit non-profit organizations within the Industrial Commercial (IC) zoning district and to amend the parking standards for Auto Sales.

Background: On September 29, 2004, the Zoning Update Committee met and discussed Zoning Ordinance text amendments. The following two items were accepted to be processed at the next available Planning Commission meeting.

The first is to allow non-profit organizations as permitted uses within the IC zoning district.

The second is to amend the parking requirements for auto sales. Specifically to amend from 1.25 parking spaces per 1000 square feet of land and building to a minimum of 5 spaces or 1.25 spaces per 1,000 square feet of building, which ever is more, excluding repair and service areas (these areas would provide parking based on this other use).

On December 9, 2004, the Frankfort/Franklin County Planning Commission unanimously (11-0) adopted the staff report as the summary of findings and unanimously approved to recommend the City of Frankfort's Board of Commissioners to approve the proposed text amendment.

Attached is the report submitted to the Planning Commission with the proposed text with strikeout text for removal and underline text for new text that is proposed within the Zoning Ordinance.

Recommendation: Approval

Attachments:

- Ordinance
- The minutes from the Public Hearing by the Frankfort/Franklin County Planning Commission.
- Planning Commission report dated November 29, 2004.

Contact Person

Name: Gary Muller
Title: Planning and Building Codes Director
Department: Planning
Phone: 875-8513
Email: gmuller@fewpb.com

- 3.2 **SECOND READING:** An Ordinance Amending Ordinance No 3, 2003 Series, Relating to Fixing the Time and Place of the Meetings of the Board of Commissioners.

Purpose: The purpose of this Ordinance is to fix the time and place of the meetings of the Board of Commissioners.

Background: The Board of Commissioners finds it necessary to increase the number of meetings per month and change the meeting times to conduct the City's business. This Ordinance increases the number of monthly work sessions to two, with three meetings total scheduled. The work sessions will be held on the second Monday and the following Thursday of each month, and the regular meeting will be held on the fourth Monday of each month. All meetings will begin at 5:30 pm. The Thursday work session will be deemed a "single issue" work session, the purpose of which to give in-depth consideration and study to a particular issue, as needed.

Recommendation: Approval

Attachment: Ordinance

Contact Person

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 875-8500
Email: Amassey@fewpb.com

4. **ORDERS**
None

5. **RESOLUTIONS**
None

6. **CONSENT CALENDAR**

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

- 6.1 Authorization to purchase a 2004 Type III modular ambulance from Muster Emergency Vehicles, Inc. (Fire Department)

Purpose: To authorize the purchase of a 2004 Type III modular ambulance on a Ford E-450 chassis.

Background: Bids were advertised in mid-December 2004 and opened January 5, 2005. Only one bid was received, from Muster Emergency Vehicles, Inc., in the amount of \$104,588. However after reviewing the bid it was determined that \$4,875 in construction options could be eliminated bringing the total purchase price to \$99,713. This unit will replace a 1998 unit.

Financial Analysis: \$94,500 is budgeted in fiscal year 2004/2005 for an ambulance and the remaining \$5,213 will come from budgeted amount for Advanced Life Support (ALS) equipment. Therefore, the total of \$99,713 is available in account 100.41.56550.

Recommendation: Approval

Attachments: Bid Tabulation

Contact Person

Name: Wallace Possich
Title: Fire Chief
Dept.: Fire
Phone: 502-875-8511
E-Mail: wpossich@fewpb.com

- 6.2 Authorization to approve a sewer extension contract with Kevin Black, New Millennium Properties, LLC, at 3005 Old Lawrenceburg Road in Franklin County, Kentucky. (Sewer Department)

Purpose: To approve a contract with Kevin Black, New Millennium Properties, LLC, at 3005 Old Lawrenceburg Road in Franklin County, Kentucky to accept 2 new manholes, 502 feet of 8-inch SDR 35 pipe and serving one (1) lot.

Background: Prior to acceptance of discharge from a development into the Municipal Sanitary Sewer and acceptance of the development's collection by the Department, a contract must be entered into between the developer and the City of Frankfort.

Kevin Black has signed the contract. Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Kentucky Division of Water has approved the sanitary sewer plans and specifications. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval

Attachments: Sewer Extension Contract

Contact Person:

Name: William R. Scalf, Jr., P.E.
Title: Director
Department: Sewer
Phone: 875-2448
Email: wscalf@fewpb.com

- 6.3 Authorization to cancel a contract for Automated External Defibrillator (AED) Services between the City of Frankfort Fire and Emergency Medical Services and the Franklin County Fire Department (Fire Department).

Purpose: To authorize cancellation of a contract between Frankfort Fire and EMS and Franklin County Fire Department for Automated External Defibrillator (AED) services.

Background: The Franklin County Fire Department initiated an AED Program in 1998 and at that time entered in a contract with Frankfort Fire & EMS as the primary EMS response agency. Since that time a

number of variables have changed including the Medical Director, the County AED Coordinator, the County Fire Chief, as well as State requirements. The contract is no longer necessary.

Recommendation: Approval

Attachments: Draft letter to County Judge Executive
Copy of Contract

Contact Person

Name: Wallace Possich
Title: Fire Chief
Dept.: Fire
Phone: 502-875-8511
E-Mail: wpossich@fewpb.com

- 6.4 Authorization to file grant application for 2005 Office of Domestic Preparedness Fire Act Grant (Fire Department).

Purpose: To consider authorizing the filing of an application for grant funds from the Assistance to Firefighters Grant Program as administered by the U.S. Department of Homeland Security/Office of Domestic Preparedness.

Background: This is the fifth year Congress has appropriated funds for eligible fire departments. Funding is available to fire departments in cities of our population size on a 10% matching basis and the grants are very competitive. The grant application period will open on March 7, 2005 and the application deadline is April 8, 2005. Our grant application will include funding for communications and operations equipment. Even though the grant application is due in this current Fiscal Year, matching funds, should the grant be awarded, have not yet been obligated.

Financial Analysis: Up to \$50,000 would be required from the City as a 10% match. These funds will need to be appropriated in fiscal year 2005/2006.

Recommendation: Approval

Attachments: None

Contact Person

Name: Wallace Possich
Title: Fire Chief
Dept.: Fire
Phone: 502-875-8511
E-Mail: wpossich@fewpb.com

- 6.5 Authorization to purchase a 25 Cubic Yard High Compaction Garbage Packer from Municipal Equipment. (Public Works)

Purpose: To authorize the purchase of a 25 Cubic Yard High Compaction Garbage Packer.

Background: On 1/20/05, nine (9) separate bidders submitted eleven (11) bids for a 25 cubic yard garbage packer. After reviewing the bids, the bid submitted by Municipal Equipment in the amount \$101,889 for a 2006 Freightliner chassis and a Leach 2R-II garbage packer was the lowest bid received meeting the specifications. The bids ranged from \$98,902 to a high of \$110,435.

Financial Analysis: Funds for the 25 cubic yard garbage packer are available in the Sanitation Division Equipment Account 100.65.56550.

Recommendation: Approval

Attachments: Bid Tabulation

Contact Person

Name: Jeff Hackbart
Title: Director
Dept.: Public Works
Phone: 502-352-2091
E-Mail: jhackbrt@fewpb.com

6.6 Personnel

<u>Personnel Action</u>	<u>Employee</u>	<u>Effective Department</u>	<u>Date</u>	<u>Other</u>
Resignation	Frank J. James	Public Works	1/19/05	Equipment Operator I, Authorize payment of 28.5 hrs. Vacation.
Appointment	Timothy J. Conner	Police	2/8/05	Patrol Officer
	Scott W. Morgan	Police	2/8/05	Patrol Officer
	Timothy M. Vandermark	Police	2/8/05	Patrol Officer
	Michael L. Wells	Police	2/8/05	Patrol Officer
	Eric G. Simpson	Fire	2/15/05	Firefighter
	Jared S. Meyer	Fire	2/15/05	Firefighter
	Jason S. Parido	Fire	2/15/05	Firefighter
	Brad A. Durr	Fire	2/15/05	Firefighter
	Dale S. Southworth	Fire	2/15/05	Firefighter
	Steven S. Flora	Fire	2/15/05	Firefighter

7. BOARD APPOINTMENTS

7.1 Code Enforcement Board Task Force

- Bob Polsgrove
- Carol Banks
- Vicki Pettus
- Missy Sutton
- Eric Burke
- Charlie Booe
- Patti Cross
- George White, Jr.
- Ashley Trautner

7.2 Commission appointments to City/County Subdivision Regulation Review Committee

8. OLD BUSINESS

None

9. NEW BUSINESS

None

10. CITIZEN COMMENTS (Non-agenda items)

11. COMMISSIONER COMMENTS

12. ADJOURNMENT